

# *Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, FBIS

DATE: 6 December 1957

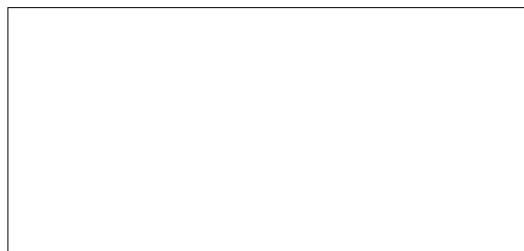
FROM : Chief, West Coast Bureau

SUBJECT: Letter of Instruction Format

Ref: Memorandum to All Bureau Chiefs from Chief, FBIS, dtd. 13 Nov., same subj.

1. Division of the Letter of Instruction into two parts has been of assistance at this Bureau, since provisionally cleared personnel are thus able to use part of the Letter. This convenience in a domestic Bureau parallels the benefits of the new format to an overseas bureau.

2. There is no comment to be made on selection, presentation, or distribution of materials in the Letter other than an expression of approval and appreciation.



STAT

OFFICIAL USE ONLY